

CHAPTER 3  
DoD PESTICIDE APPLICATOR CERTIFICATION PROGRAM

The Department of Defense provides developmental training for previously untrained and inexperienced personnel who embark on a pesticide application training program not to exceed two years. The training program consists of three requirements: correspondence training, apprenticeship training, and formal classroom training at the DoD Component's approved training center (s). During the training period, trainees shall perform restricted use pesticide application only under the direction of a certified pesticide applicator. Written examinations are required for correspondence and formal classroom training to achieve certification.

A. Training and Certification Procedures

1. Correspondence Training. Within 6 months of assignment as a trainee, the individual should be enrolled in an **AFPMB-approved** correspondence training course. —

2. Apprenticeship Internated Pest Management Training

Trainees shall participate in apprenticeship training under the supervision of a DoD-certified individual or, if not available, under the guidance of a pest management professional, for at least one year.

3. Formal Classroom Training

Formal classroom training obtained through one of the DoD Component training centers is required. Normally, it will be accomplished immediately following successful completion of the correspondence training. Correspondence training may not be substituted for formal training except as provided for in subsections D. 1., D.3., D.4., and D.5. below.

Formal classroom training may be requested at Outside Continental United States (OCONUS) sites under **FIFRA** (reference (a)) jurisdiction when it would be more cost effective to the Department of Defense.

a. The Training Centers are:

U. S. Army AMEDD Center and School  
AITN: MCCS-PM  
Fort Sam Houston, TX 78234-6142

Navy Disease Vector Ecology and Control Center  
19950 Seventh Avenue, NE, Suite 201  
Poulsbo, WA 98370-7045

Navy Disease Vector Ecology and Control Center  
Naval Air Station, Box 43  
Jacksonville, FL 32212-0043

366 Training Squadron  
727 Missile Road  
Sheppard AFB, TX 76311-2254

910 AG/DOS (Category 11 only)  
3976 King Graves Road  
Youngstown-Warren Regional Airport  
Air Reserve Station, Vienna, OH 44473-0910

b. Course Content. The core phase, which provides basic **information** common to all pesticide applicators, is a prerequisite for all trainees to advance to training in specific standards for the DoD pest control categories. Training centers may group category courses to facilitate training and specialization. They may also address the categories listed in: ection K. of Chapter 2, and other pest control categories as separate blocks of instruction if this is **more convenient**. Appendix D provides information and subject area of the Services training schools course curricula.

c. Written Examinations. Written examinations, prepare-d by training centers of the respective DoD Components, will be based upon course content and study materials made available to applicators. The actual number of examination questions for each subject shall be directly related to the instructional hours and subject complexity, but three questions per lecture hour (see Appendix D) will be a minimum used by all the training centers. Separate examinations shall be given for the core section and each category section. (Sample examination questions are included in Appendix B).

d. Passing Scores. Training centers shall provide the appropriate **certifying official** with the individual's written examination test score (s). A grade of at least 70% on every examination is passing. During the core phase, the training center shall **disenroll from** the course any individual who **fails** to score 50%/0 or less and shall notify the individual's installation level commanding officer, the appropriate **certifying** official, and the major command pest management consultant that the individual shall not be considered a certified pesticide applicator and shall not be allowed to apply restricted use pesticides unless under the **direct** supervision of a certified pesticide applicator.

e. Re-examination. Individuals who score between 50%/0 and 70%/0 will be allowed to continue with category training and to retake the examination(s) **failed**. Personnel with scores between 50% and 70% may attempt an immediate **re-examination** (at the discretion of the course director and the individual's supervisor) or may take up to 90 days to restudy and undergo re-examination. **Re-examination** maybe administered by the educational center supporting the individual's installation. A second failure will result in a recommendation by the training center to the **command** consultant and/or area pest management professional to remove the individual from pest control duties.

f. Training centers providing training for personnel from other Semites shall forward those results to the respective component certifying official.

## B. Procedures for Recertification

1. Triennial recertification training and testing is mandatory to maintain DoD certification. This training shall be accomplished through attendance at an approved DoD course. In addition to the training centers listed in paragraph A.3.a, above, the Naval Facilities Engineering Command Headquarters and the Center for Health Promotion and Preventive Medicine-Europe are Recertification Training Centers. During these courses, new information is provided to update the knowledge of the students and to review safety procedures. A secondary requirement of these courses is to **re-evaluate** the students' level of competency in pest control through written examinations and on-the-job performance. Since it is the objective of the Department of Defense to maintain a fully trained pest control force, the courses shall be made available to all certified applicators.

2. Certification is valid for three years from the date of certification issuance. Recertification shall be accomplished by the last day of the month in which the original certificate expires. The **certifying official** may extend an individual's certification for cause: e.g. illness, **family** emergency, unscheduled military deployment, on a one time basis for a period of not more **than** six months. To be recertified, the individual must

a. Attend a DoD-approved recertification course using as a minimum the **AFPMB** standardized curricula (Appendix D).

b. Take and pass a written examination with a score of at least 70% on the core to include calculations **and/or** calibration and all category examinations for **which** recertification is required.

c. An individual **failing** a recertification examination may be given up to 90 days from the date on which the examination was **failed** to study appropriate materials. At the end of the study **period**, the pest management instructor or the installation training officer shall administer a **closed-book** make-up **examination**. A second failure will result in the individual not being certified in the category(s) **failed**. **Successful** completion of the resident basic training course shall be the only method of obtaining certification in a category **failed** twice. In either case, failure in the recertification **examination** shall be cause for certificate revocation and for recommendation for removal from pest control functions. Documentation of failures shall be forwarded to the command pest management consultant for action.

3. Applicator recertification courses shall be consistent with the requirements of Appendix D. Personnel attending recertification courses shall only be allowed to test and **qualify** in those categories for which they already hold initial certification. New category training must be achieved as outlined in paragraphs A.3 .b. through A.3 e., above. Additional contact hours may be added at the discretion of the local training sponsor.

## C. Procedures for Accelerated Certification

1. An accelerated process for obtaining DoD Certification is available to those individuals holding valid State certification for the categories in which they are seeking DoD employment.

Qualified individuals should apply for certification as follows:

- a. Be able to document a minimum of one year of experience in pest control; and
- b. Present evidence of prior State certification, valid within the last calendar year, or present documentation verifying previous DoD certification, valid within the previous five calendar years; and
- c. Was not employed as a DoD pesticide applicator within the past calendar year.

2. To achieve DoD certification, individuals who **qualify** for the accelerated program must complete the following two elements, or **re-enter** the normal training process at a commensurate level.

- a. Correspondence course. Candidates begin with a two-week review of the correspondence course training material and pass a final written closed-book examination.

- b. Core and category examination. Upon successful passage of the first element, the candidate is permitted up to 90 days to study training materials provided from a Service school before taking and passing the DoD standard examination for pesticide applicators.

#### D. Procedures for Certification of Professional Pest **Management** Personnel

1. In accordance with DoD Instruction 4150.7 (reference (e)), professional pest management personnel (**PPMP**) shall be certified if their duties include:

- a. Applying, making recommendations for the use of or the direct supervision of restricted use pesticide application, or

- b. The public demonstration of the proper use and techniques of restricted use pesticide application or supervision of such demonstrations; or

- c. The conduct of field research that includes using or supervising ~~the~~ use of restricted use pesticides.

2. For other PPMPs, certification is optional. The DoD Components shall issue certificates of competency for their PPMP's requiring certification.

3. PPMPs may obtain core training and certification in specific pest control categories. by successfully 'passing a written examination following completion of either a DoD correspondence course or **DoD formal training**.

- a. PPMPs must attend the resident DoD Aerial Spray Course for initial certification in Category 11, **Aerial Application Pest Control**. For **Aerial Application Pest Control**, PPMPs must **recertify** in residence every other recertification period.

b. PPMPS may forward a letter of request to the appropriate DoD Component **certifying** official, stating the individual's professional experience, formal training, and category and/or categories in which certification is desired. Upon determination of eligibility, the Component's certifying **official** shall request the respective Service training center forward study materials to the requesting individual and closed-book examinations for monitoring by the appropriate education Service office.

4. Individuals must score at least **70%** to be certified. If an individual does not meet this criterion, he or she must request permission from the Component's **certifying** official to retake any examination(s) failed and will be given up to 90 days from the date of **failure** to do so. A second **failure** shall prevent the individual from being certified in that category without additional formal resident training. The respective service school shall send examination score(s) and recommendations for certification to the Component Certifying Official, who will prepare a DD Form 1826 and DD Form 1826-1 and forward them to the requesting individual's commanding officer for signature and presentation.

5. Recertification is required triennially, either by attendance at a formal course or through correspondence using the same procedures described in paragraph D.3 b., above.

6. The Executive Director, **AFPMB** shall certify Component certifying officials who require pesticide applicator certification. Procedures for certification are similar to paragraph **A.3.c-e.**, above, except that requests for certification and test results will be sent to the Executive Director, **AFPMB**.

#### E. Certification Documents

1. DoD certificates (see Appendix **C**) shall be issued for specific pest control categories to pesticide applicators who successfully complete the required training. See Appendix A. **DoD**-certified pest control supervisors may be issued these certificates with a notation of this supervisory status.

2. Procedures for issuing DoD certificates for pesticide applicators are given in Appendix E.